

Trade Adjustment Assistance

Washington State Policies

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EFFECTIVE DATE: October 1, 2008
TAA POLICY NUMBER: 3055
SUBJECT: Apprenticeship Training

[BACKGROUND](#) | [POLICY](#) | [RESTRICTIONS](#)

[DURATION](#) | [REFERENCES](#) | [WEBSITE](#) | [INQUIRIES](#)

BACKGROUND

As the U.S. Department of Labor's agent for the Trade Adjustment Assistance (TAA) program, Employment Security Department wants to return eligible participants to suitable employment as soon as possible after dislocation. Apprenticeships offer both viable training and employment for these workers and should be considered as a possible alternative to classroom (occupational skills) training. Like other programs, TAA has restrictions as to what its funding may be used for in supporting retraining for trade impacted workers. These restrictions must be weighed heavily against the advantages and disadvantages of each particular apprenticeship program in the local area.

POLICY

Service providers should promote apprenticeship programs to the extent possible under the Trade Adjustment Assistance (TAA) program guidelines. This policy is applicable to workers determined eligible to receive services and allowances under the Trade Act of 1974 as amended in the Trade Act of 2002. Service providers must ensure the following conditions are met before approving any apprenticeship training:

- The apprenticeship must be listed on the Eligible Training Provider List (ETPL) and is a registered apprenticeship in the State of Washington or an adjacent state.
- The occupational goal of the apprenticeship training must be in a demand occupation as defined on the Local Area Demand/Decline Occupations list.
- The participant completes a comprehensive assessment and develops an appropriate training plan that justifies the need for apprenticeship training. The participant must realize that apprenticeships are long-term commitments of 1-6 six years usually within one geographic location and be willing to thoroughly research the scope and commitment they need to make to complete the apprenticeship training program.

- The participant can achieve the vocational goal as identified and within the term of the approved training plan.
- The apprenticeship training meets the six conditions for the approval of training ([Approval of Training Policy](#)).
- The participant's attendance in the apprenticeship training is considered full time.
- The length of the apprenticeship, in its entirety, is within 104 weeks of training allowable under the Trade Adjustment Assistance (TAA) program.
- The Service Provider shall only approve apprenticeship training that is conducted within the State of Washington. As an exception, a Service Provider may approve an apprenticeship within a bordering state, where there are established reciprocal agreements (i.e., Oregon, Idaho, and Montana) or with specific apprenticeship programs existing outside the state with affiliations with labor unions residing within the state (i.e., Seafarers International Union –SIU).

RESTRICTIONS

- No TRA payments or other TAA funds for transportation and, or subsistence are allowed while the participant is undertaking an apprenticeship training program.
- TAA Service Providers will only use TAA funds to reimburse the employer for the costs associated with training the participant. TAA funds cannot be used by the Service Provider to pay wages directly to the participant. The only exception to this restriction would be to support a short-duration apprenticeship not to exceed six months in length under a contractual agreement similar to an On the Job Training (OJT) contract. The duration of apprenticeship training contracts may exceed a six month period proportionately with decreases in percentage of the wage rate reimbursement, e.g., an apprenticeship's contract duration of one year with 25% wage rate reimbursement during the participant's apprenticeship contract.
- The employer is provided reimbursement of not more than 50 percent of the wage rate of the participant for the cost of providing training and any additional supervision related to the apprenticeship training.
- The total cost allowable for an apprenticeship shall not exceed the state's established training cost limit of \$16,000.
- The Service Provider shall not reimburse the employer for fringe benefits, overtime hours, or hours in excess of 40 hours per week.
- The cost for classroom training (books, tuition & supplies) or other required occupational training provided to the participant as part of an apprenticeship may be reimbursed directly to the apprentice operator or the appropriate community & technical college if agreed upon with the apprenticeship provider within the contract.
- If the training is a pre-apprenticeship program that provides participants with basic skills needed to meet the eligibility requirements for registered apprenticeship program, it must be coordinated with the appropriate trade or craft and joint apprenticeship and training committee responsible for that particular apprenticeship program.

- The purchase of tools and/or equipment to complete the apprenticeship is allowed only when an itemized list of required tools is provided by the apprenticeship or training provider.

DURATION

The duration of the apprenticeship must be appropriate for the occupation for which the adversely affected worker is being trained. This training period should reflect the time required for the worker to become proficient with the needed occupational skills to retain suitable employment. When determining the length of the training plan, the Service Provider shall take into consideration the skill requirements of the apprenticeship occupation, the academic and occupational skill training required, and any prior work experience.

Veteran's Priority of Services

The Trade Adjustment Assistance program will comply with the Jobs for Veterans Act, enacted into Public law 107-288 on November 2, 2002. Covered veterans determined eligible for the TAA program shall receive priority over non veterans for the receipt of appropriate services provided under the TAA program.

REFERENCES

- Trade Act of 2002 (P.L. 107-210)
- Trade Act of 1974 (as amended)
- Trade Adjustment Assistance for Workers, Code of Federal Regulations, Title 20 Chapter 5, and Part 617
- Training and Employment Guidance Letter (TEGL) No. 11-02, dated 10/10/02
- Training and Employment Guidance Letter (TEGL) No. 13-05, dated 02/02/06
- Training and Employment Guidance Letter (TEGL) No. 5-03, dated 09/16/03

WEBSITE

<http://www.wa.gov/esd/policies/taa.htm>

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